| Making Payments | | | |
| --- | --- | --- | --- |
|  | Advantages | Disadvantages | When to Use it |
| Cash |  |  |  |
| Checks |  |  |  |
| Debit Card |  |  |  |
| Credit Card |  |  |  |
| Loans/On Account - (Checks/EFT) |  |  |  |
| EFT - Bill Pay - Online |  |  |  |
| Others |  |  |  |

| Accepting Payments | | | |
| --- | --- | --- | --- |
|  | Advantages | Disadvantages | Should you offer it |
| Cash |  |  |  |
| Checks |  |  |  |
| Debit Card |  |  |  |
| Credit Card |  |  |  |
| Loans/On Account - (Checks/EFT) |  |  |  |
| EFT - Bill Pay - Online |  |  |  |
| Others |  |  |  |